

***MISSION STATEMENT***

***To Improve the Quality of Life  
For Those Who Live and Work in the District***

**Please ask for:** Ken Robinson  
**Direct Dial No:** 01757 292007  
**Fax No:** 01757 292020  
**E-mail** kerobinson@selby.gov.uk

1 December 2008

Dear Councillor

You are hereby summoned to a meeting of the Selby District Council to be held in the Civic Suite, Civic Centre, Portholme Road, Selby on **Tuesday 9 December 2008** commencing at **6.00 pm**.

Yours sincerely

M Connor  
Chief Executive

Opening Prayers will be offered.

## **AGENDA – PUBLIC SESSION**

### **1. Apologies for Absence**

To receive apologies for absence.

### **2. Disclosure of Interest**

To receive any disclosures of interest in matters to be considered at the meeting in accordance with the provisions of Section 117 of the Local Government Act 1972, and Sections 50, 52 and 81 of the Local Government Act 2000 and the Members' Code of Conduct adopted by the Council.

### **3. Minutes**

To confirm as a correct record the minutes of the proceedings of the meeting of Council held on **14 October 2008** (pages 5 to 14 attached).

### **4. Communications**

Letter from Councillors J & M McCartney in respect of the Eco Town within the Leeds City Region (page 15)

### **5. Public Questions**

To consider questions, if any, notice of which has been given in accordance with rule 5.20 of the Constitution.

### **6. Councillors' Questions**

To consider questions, if any, notice of which has been given in accordance with rule 5.21 of the Constitution.

### **7. Committee and Board Minutes**

Standards Committee 13 October 2008	Grey	Minute No: 357 – 361 Pages: 16 - 17
Planning Committee 15 October 2008	Green	Minute No: 376 –392 Pages: 18 - 30
Planning Committee 12 November 2008	Green	Minute No: 438 – 450 Pages: 31 - 38

Licensing Committee 27 October 2008	Cream	Minute No: 393 – 397 Pages: 39 - 40
Extraordinary Environment Board 28 October 2008	Blue	Minute No: 398 - 401 Pages: 41 - 42
Environment Board 6 November 2008	Blue	Minute No: 412 – 418 Pages: 43 - 45
Economy Board 4 November 2008	Pink	Minute No: 402 – 411 Pages: 46 - 50
Extraordinary Overview and Scrutiny Committee 7 November 2008	Peach	Minute No: 419 – 421 Pages: 51 - 52
Overview and Scrutiny Committee 20 November 2008	Peach	Minute No: 451 – 459 Pages: 53 - 57
Social Board 11 November 2008	Yellow	Minute No: 422 – 437 Pages: 58 - 65
Policy and Resources Committee 25 November 2008	Gold	Minute No: 460 – 474 Pages: 66 - 73

8. **Urgent Action**

The Chief Executive will report on any instances where he has acted in urgent or emergency situations under the functions delegated to him in the Constitution.

9. **Sealing of Documents**

To authorise the sealing of any documents necessary to action decisions of this Council meeting, or any of its Committees or Boards for which delegated authority is not already in existence.

**COUNCILLORS ARE REMINDED TO UPDATE THE REGISTER OF INTERESTS AFTER ANY CHANGE IN CIRCUMSTANCES WHICH MAY AFFECT CURRENT ENTRIES**

## SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Council held on 14 October 2008,  
in the Civic Suite, the Civic Centre, Portholme Road, Selby, commencing  
at 6:00 pm.

364	Minutes
365	Communications
366	Selby DIAL
367	Central Area Car Park, Tadcaster
368	Public Questions
369	Councillors' Questions
370	Committee and Board Minutes
371	Selby Community Project
372	Review of Car Parking Fees 2008 Order
373	Urgent Action
374	Sealing of Documents
375	Private Session
376	Central Area Car Park, Tadcaster

Present: Councillor A Thurlow (Chairman) in the Chair

Councillors: J Cattanach, I Chilvers, M Crane, Mrs D Davies, J Deans, Mrs S Duckett, K Ellis, D Fagan, Mrs C Goodall, Mrs M Hulme, Mrs G Ivey, W Inness, M Jordan, C Lunn, D N Mackay, B Marshall, W N Martin, J McCartney, Mrs M McCartney, Mrs K McSherry, Mrs C Mackman, J Mackman, Mrs W Nichols, I Nutt, R Packham, C Pearson, B Percival, A Pound, Mrs S Ryder, R Sayner, Mrs A Spetch, R H Sweeting and Mrs D White.

Officials: Chief Executive, Mr S Martin, Strategic Director, Head of Service – Finance and Central Services, Head of Service – Policy and Performance, Head of Service – Development Services, Communications Manager, Democratic Services Officer and Democratic Services Support Assistant.

Public: 2

Press: 0

The Monsignor B Bickers offered opening prayers.

### 362 **Apologies for Absence**

Apologies for absence were received from Councillors Mrs E Casling, Mrs M Davis, Mrs J Dyson, Mrs P Mackay, C Metcalfe, Mrs E Metcalfe and S Shaw-Wright.

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### **Disclosure of Interest**

Councillor J Mackman declared a personal interest in Minute 370 in so far as it related to Minute 353 of the Policy and Resources Committee regarding swimming for the over 60's.

Councillor Pound declared a personal interest in Minute 367 in so far as it related to the North Yorkshire Scout Council.

Councillor Jordan and Packham declared a personal and prejudicial interest in Minute 369 in so far as it related to Minute 290 of the Environment Board concerning Public Conveniences in Sherburn in Elmet.

364

### **Minutes**

#### **Resolved:**

**That the minutes of the proceedings of the Council held on 29 July 2008 be confirmed as a correct record and be signed by the Chairman.**

365

### **Selby DIAL**

Members considered the appointment of a representative to Selby DIAL to replace Mr D Peart.

#### **Resolved:**

**That Councillor Pearson be appointed to Selby DIAL.**

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### **Central Area Car Park, Tadcaster**

The Chief Executive stated that there had been developments regarding the Central Area Car Park, Tadcaster.

#### **Resolved:**

**That this item be considered as a confidential item later in the meeting (see minute 376).**

## Communications

(a) Letter from the Yorkshire Local Councils Association

The Chief Executive submitted a letter from the Yorkshire Local Councils Association seeking a contribution of £2000 towards running costs.

**Resolved: That no action be taken on this request.**

(b) Letter from the United Nations Association UK

The Chief Executive submitted a letter from the Association inviting the Council to mark the 60<sup>th</sup> Anniversary of the adoption of the United Nations Universal Declaration of Human Rights.

**Resolved: That no action be taken on this request.**

(c) Letter from the Association of Independent Members of Standards Committees (AIMSce)

The Chief Executive submitted a letter from AIMSce asking the Council to ensure that Independent members had access to all allowances available to elected members.

**Resolved: That no action be taken on this request.**

(d) Letter from North Yorkshire County Scout Council

The Chief Executive submitted a letter from the North Yorkshire County Scout Council asking for financial assistance of up to £2000 p.a for three years.

Moved by Councillor Percival and seconded by Councillor Crane

That a grant of £1000 p.a be made to the Scout Council for a period of three years.

Moved by Councillor Mrs Nichols and seconded by Councillor Packham as an amendment.

(i) That the Scout Council be advised to apply in April 2009 for a grant through the Grant Allocation Process.

(ii) That the theme for the Grant Allocation Process for 2009/10 be support for youth services.

Amendment Lost.

Motion Carried.

**Resolved:**

**That a grant of £1000 p.a be made to the Scout Council for a period of three years.**

(e) Email from North Yorkshire County Council

The Chief Executive reported that he had received an e mail from North Yorkshire County Council seeking the nomination of a Councillor to serve on a Task and Finish Group which had been established to look at flooding in the County Council's area

Councillors Fagan and Marshall were nominated for appointment to the group and after a vote it was:

**Resolved:**

**That Councillor D Fagan be nominated as a member of the Flooding Task and Finish Group.**

(f) Ground Work (Selby)

The Chief Executive reported that he had been informed by the Chairman of Ground Work (Selby) that the organisation had been extended across the whole of North Yorkshire and had been renamed Ground Work (North Yorkshire). There would be an official launch on 21 November 2008 in Selby

**Resolved: That the report be noted.**

(g) CPA (Comprehensive Performance Assessment)

The Chief Executive reported that the inspectors from the CPA would be visiting the Council during the week commencing 27 October 2008 and the full inspections would be held during the week commencing 10 November 2008.

**Resolved: That the report be noted.**



(h) Annual Report 2007/08

The Chief Executive reported that the full version of the report would be circulated to councillors shortly.

**Resolved: That the report be noted.**

368 **Public Questions**

None

369 **Councillors' Questions**

None

370 **Committee and Board Minutes**

Planning Committee 23 July 2008

**Resolved:**

**That the minutes be noted.**

Planning Committee 20 August 2008

**Resolved:**

**That the minutes be noted.**

Planning Committee 17 September 2008

Councillor J Mackman stated that it would be necessary to amend the minutes of this meeting as follows:

- a) Minute 274 – 'Phase' should read 'Phrase'.
- b) Minute 275 – Resolved should read 'That the application be granted, subject to the amendments of conditions 2 & 3 regarding external lighting and proposals for a Traffic Management Plan, and the additional condition concerning tree replacement'.
- c) Minute 276 – the word 'visit' should be inserted after the word 'site'.

**Resolved:**

**That the minutes with the amendments set out above be noted.**

Licensing Committee 4 August 2008

**Resolved:**

**That the minutes be noted.**

Licensing Committee 1 September 2008

**Resolved:**

**That the minutes be noted.**

Licensing Committee 29 September 2008

**Resolved:**

**That the minutes be noted.**

Standards Committee 8 September 2008

**Resolved:**

**That the minutes be noted.**

Economy Board 9 September 2008

**Resolved:**

**That the minutes be noted.**

Environment Board 18 September 2008

In reply to a question Councillor Jordan, as Vice-Chairman of the Committee, undertook to investigate the collection and disposal of litter on the highway and report back to the councillor concerned.

**Resolved:**

**That the minutes be noted.**

Social Board 23 September 2008

Councillor Ivey stated that it would be necessary to amend part (ii) of the resolution contained in Minute 303 as set out below:

- (ii) That the working group (Councillors Mrs Ivey, Pound and Ms Davis) be given delegated authority to approve the tender documentation, approve a shortlist (if appropriate) of preferred bidders for further negotiation and make a final recommendation on the selected partner.

**Resolved:**

- (i) That the minutes and the amendment be noted; and**
- (ii) That the recommendation contained in minute 303 be approved.**

Audit Panel 24 September 2008

**Resolved:**

**That the minutes be noted.**

Overview and Scrutiny Committee 28 September 2008

**Resolved:**

**That the minutes be noted.**

Policy and Resources Committee 30 September 2008

In response to a question it was reported that the Council did not have any investments with any Icelandic Bank.

**Resolved that:**

- (i) The minutes be noted; and**
- (ii) The recommendations contained in the following minutes be approved:**
  - a. 339 Customer Contact Centre Supplementary Estimated of £30,000.**
  - b. 340 Financial Planning Policies**
  - c. 343 Community Engagement (update) and Media and Communication Strategy**
  - d. 346 Corporate Equality Plan and Generic Equality and Diversity Scheme**

**e. 347 Violent and Challenging Behaviour Policy**

**f. 353 Free Swimming**

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**Selby Community Project**

The Chief Executive submitted a report concerning the formation of an internal project board to oversee the Selby Community Project.

A Project Manager had been appointed and legal documents were being drawn up to safeguard the Council's interests. The first phase of the building would involve the construction of the hospital and the second phase involved the construction of buildings for the Council's use.

**Resolved:**

- (i) That an internal project board be established consisting of five members of the Council (4 Conservative nominees and 1 Labour nominee);**
- (ii) That the Leaders of the Conservative and Labour Groups inform the Chief Executive of their nominations.**

372

**Review of Car Parking Fees 2008 Order**

Councillors considered a report by the Head of Service – Legal and Democratic regarding three objections which had been received in response to a public notice on proposals to revise car parking fees.

The recommendation of the Environment Board to increase charges had been accepted by the Council on 29 July 2008. In order to comply with the appropriate legislation the Council was required to review its decision in the light of any objections received.

**Resolved: That**

- (i) The revised fees to be implemented at all District Council's Pay and Display Car Parks;**
- (ii) The fees be levied at all of the District Council's Pay and Display Car Parks from 8 am to 6 pm Monday to Saturday (inclusive); and**
- (iii) The fees be waived on the three Saturdays before Christmas 2008.**

373

### **Urgent Action**

The Chief Executive informed Councillors that in order to deal with two cases he had reconvened a meeting of the Discretionary Rate Relief Appeals Panel.

He also reported that after consultation with all the groups leaders he had authorised a councillor to use taxis on official business as they had suffered an ankle injury and were unable to drive.

#### **Resolved:**

**That the report be noted.**

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### **Sealing of Documents**

To authorise the sealing of any documents necessary to action decisions of this Council Meeting, or any of its Committees and Boards for which delegated authority is not already in existence.

#### **Resolved:**

**That authority be granted for the signing of, or the Common Seal of the Council being affixed to, any documents necessary to give effect to any resolutions hereby approved.**

375

### **PRIVATE SESSION**

#### **Resolved:**

**That in accordance with Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business, as there will be a disclosure of exempt information as defined in paragraph 6(b) of Section 12(A) of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006.**

376

### **Central Area Car Park, Tadcaster**

The Chief Executive reported on the circumstances regarding the Council's proposals to renovate the Central Area car park in Tadcaster. The decision to issue planning permission for the project had been challenged and the objectors were seeking a judicial review. The case had been ongoing since 2004 and had been stayed until 14 October 2008.

Discussions had been held to try and find a solution, but no progress had been made.

**Resolved:**

- (i) That, having exhausted all other avenues open to it , the Council seeks a date for a Judicial Hearing; and**
- (ii) That the Leader of the Council be given delegated authority to withdraw an application for a Judicial Hearing should circumstances merit it.**

The meeting closed at 7:13 pm.

## **Selby District Councillors John and Mary McCartney**

15 Hawthorn Garth  
Kellington  
Goole  
DN14 0PB

01977 662558

[macsatkel@btinternet.com](mailto:macsatkel@btinternet.com)

20 November 2008

### **For the Attention of Full Council, 9 December 2008**

Dear Mr Connor,

We would like to put on record our thanks to councillors and staff for their support during our campaign against the proposed 'Willow Green' eco-town.

We would like to specifically mention the Leader of the Council, Councillor Crane, for his work with the Leeds City Region.

Amongst staff we would like to highlight the work done by Eileen Scothern, Terry Heselton, Steve Martin, Jonathon Lund (wonderful sleight of hand) and yourself, Chief Executive. But, we realise that there will be others who have also contributed to our final victory, and we like to put on record our heartfelt thanks to all of them.

Yours sincerely

John and Mary McCartney  
Selby District Councillors  
Eggborough Ward

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the STANDARDS COMMITTEE held on 13 October 2008, in Committee Room 1, The Civic Centre, Portholme Road, Selby, commencing at 5.30pm.

359	Minutes
360	Appointment of Sub Committees
361	Training Session - Determinations

Present: Miss B Potts in the Chair.

Councillors: Ms M Davis and C Lunn  
Mr B Crossdale (Parish Council representative), Mr R Parker (Parish Council representative) and Ms H Putman (Independent member).

Officials: Senior Solicitor, Democratic Services Manager and Committee Administrator

Public: 0

Press: 0

357 **Apologies for Absence**

None

358 **Disclosure of Interest**

None

359 **Minutes**

**Resolved:**

**That the minutes of the proceedings of the meeting of the Standards Committee held on 8 September 2008 with the substitution of 'Parish Council Representative' for 'Independent member' after Mr A Parkers name, be confirmed as a correct record and be signed by the Chair.**

360 **Appointment of Sub Committees**

Members were requested to appoint the membership of a Considerations and Hearing Sub Committee.



**Resolved: That a standing Considerations and Hearing Sub Committee be established comprising one of each of the following categories of member of the Standards Committee and subject to availability: one independent member, one parish representative and one district councillor.**

361

### **Training Session – Determinations**

The Senior Solicitor presented an overview of the processes involved once a complaint has been received.

Members requested details of the various sanctions that could be imposed if complaints were founded.

Members also requested clarification on budgets available to the Committee in relation to training fees and Decision Notice publications.

The Senior solicitor circulated a Department for Communications and Local Government consultation paper concerning possible amendments to the Code of Conduct for Local Authority members and employees.

### **Resolved:**

**That the consultation paper be considered at the committee to be held on 10 November 2008, commencing at 5pm.**

The meeting closed at 6.30pm.

## SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Planning Committee held on 15 October 2008, in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

378	Minutes
379	Chair's Address to the Planning Committee
380	2008/0532/FUL – Rose Cottage, Market Weighton Road, North Duffield
381	2008/0630/FUL – Tir Na Nog, Pinfold Hill, Wistow
382	2008/0770/FUL – Abbey Tyres, Selby Tyre and Batteries, Park Row, Selby
383	2008/0938 REM – 6 Byram Park Avenue
384	2007/0726/COU – Woodland opposite Whinchat Cottage, Sandy Lane, North Duffield
385	2008/0558/FUL – OS Field 6142, Greengate Lane, South Duffield
386	Continuation of Meeting
387	2007/1216/FUL – Cole Park Cottage, Main Street, Hemingbrough
388	2008/0657/FUL – The Parsonage County Park Hotel, Main Street, Escrick
389	2008/0305/FUL – Land adjacent to New Church Terrace, Selby
390	Applications to be determined by County Council
391	Private Session
392	Enforcement Sub Group minutes

Present: Councillor J Mackman in the chair

Councillors: J Cattanach, I Chilvers, J Deans, D Fagan, W Inness, D Mackay, B Marshall, C Pearson, Mrs S Ryder (*for Mrs E Metcalfe*), S Shaw-Wright.

Officials: Head of Service – Development Services, Head of Legal and Democratic Services, Acting Principal Planning Officer, Planning Officers, Trainee Solicitor, NYCC Highway Officer, Committee Administrator and Public Speaking Officer.

Also in Attendance: Public Speakers

Public: 8  
Press: 0

### 376 **Apologies for Absence and Notice of Substitution**

Apologies were received from Councillors Mrs E Metcalfe and J McCartney.

Substitute Councillor was Mrs S Ryder for Mrs E Metcalfe.

377 **Disclosure of Interest**

All members of the committee had received letters from the applicant and Leisure Service contractor concerning application 2008/0657/FUL – The Parsonage Country Park Hotel, Escrick.

378 **Minutes**

**Resolved:**

**That the minutes of the proceedings of the meeting of the Planning Committee held on 17 September 2008, subject to the following amendments**

- a) **Minute 274 – ‘Phase’ should read ‘Phrase’**
- b) **Minute 275 – Resolved should read ‘ That the application be granted, subject to the amendments of conditions 2 & 3 regarding external lighting and proposals for a Traffic Management Plan, and the additional condition concerning tree replacement’.**
- c) **Minute 276 – the word ‘visit’ should be inserted after the word Site.**

**be confirmed as a correct record and be signed by the Chair.**

379 **Chair’s Address to the Planning Committee**

The Chair informed Councillors of the following issues:

- Details of the number of valid applications received in the first six months of this year compared to the same period last year.

	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>	<b>Sept</b>	<b>Total</b>
<b>2007</b>	96	120	115	138	135	117	<b>721</b>
<b>2008</b>	109	113	115	118	88	117	<b>660</b>

- Numbers of major applications had dropped, probably due to the credit crunch but this would impact on fee income.
- Details of performance figures – Actual Target
  - Majors 83% 60%
  - Minors 65% 65%
  - Others 87% 80%

- Details of training events for the training programme for members included

Revised General Permitted Development Order  
 Flood Risk PPS25  
 Planning Conditions – Test of Reasonableness  
 Local Development Scheme Overview  
 Greenbelt  
 Committee Report template  
 Consequence Management  
 Planning Department Visit

If members wished for additional topics they were requested to pass these onto Carol Baker, or Keith Dawson by the end of October. The programme would commence in November.

380

## **Planning Applications Received**

Consideration was given to the schedule of planning applications submitted by the Head of Service – Development Services.

### **Application: 2008/0532/FUL**

**Location: Rose Cottage, Market Weighton Road, North Duffield, Selby**  
**Proposal: Erection of 4No. detached dwellings, a single detached garage for use of existing dwelling and formation of new access on land adjacent**

The Planning Officer confirmed a site visit had taken place and updated Councillors with letters of objection received since the agenda had been prepared.

The Planning Officer explained to Councillors the principle of development had already been granted and a revised scheme for the disposal of water had been submitted.

The Planning Officer informed Councillors that officers, if members were minded to approval the application, had requested additional conditions concerning hours, construction compound, use of land outside the curtilage and road cleaning.

### *Mr Clarke – Objector*

*Mr Clarke informed councillors he objected to the application for the following reasons:*

- *Road closure affected traffic flow*

- *Accident hotspot – house knocked down*
- *Car parking spaces*
- *Greenbelt issues*
- *Site entrance concerns*
- *Development no gain to North Duffield*
- *Speed tests*
- *Requested refusal*

*Mr Taunton – Parish Council*

*Mr Taunton informed councillors he objected to the application for the following reasons:*

- *Development outside development limits*
- *Worries village may spread*
- *Road safety concerns*
- *Proposed home with children – road crossing concerns*
- *Local school now full*
- *Requested road safety measures be installed*

*Mr Burrows – Agent*

*Mr Burrows informed councillors of the following issues:*

- *Development within the development limits, only access outside*
- *Reduction of number of dwellings from 5 to 4*
- *Officers content with scheme*
- *Speed tests within limits*
- *Offered an ex gratia payment of £2,500 contribution towards speed activated signage*

Following the offer from the Agent for a payment towards speed activated signage it was confirmed that this offer was not a matter for the Planning Committee but the two parties (Agent and Parish Council) would need to consult North Yorkshire Highways.

**Resolved:**

**That the application be granted, subject to the addition of conditions concerning use of curtilage, construction compound and mud on the road working hours.**

**Application: 2008/0630/FUL****Location: Tir Na Nog, Pinfold Hill, Wistow, Selby****Proposal: Erection of four terraced dwelling following demolition of existing dwelling**

The Planning Officer updated councillors with a revised plan of the scheme, which had been received after the agenda had been published. A site visit had also taken place. As a result of the amended plans the recommended reason for refusal regarding access to the rear for bins would be removed as these were now provided.

*Mr Poskitt – Objector*

*Mr Poskitt informed councillors he objected to the application for the following reasons:*

- *Parking issues*
- *60% of village own 2 or more cars*
- *Wistow a farming community, problems with farming traffic*
- *Drainage issues*
- *Village history of poor drainage*
- *Hard frontage stress on drains*
- *Wistow's heritage*

*Mr Hill – Agent*

*Mr Hill informed councillors of the following issues*

- *Principle of development*
- *Character and appearance – similar to existing development*
- *English Heritage not interested in property*
- *Parking can be increased*
- *Proposed densities in line with Government guidance*
- *Access to rear and bin storage accommodated*
- *Plans amended*
- *Similar to other developments in village*
- *Happy for landscape condition for forecourt*

**Resolved:**

**That the application be refused.**

**The reasons for refusal were**

- **Character and form**
- **Over development of site**

382

**Application: 2008/0770/FUL**

**Location: Abbey Tyres, Selby Tyres and Batteries, Park Row, Selby**  
**Proposal: Erection of 10 one and two bedroom apartments, following the demolition of existing tyre depot/workshop**

The Acting Principal Planning Officer informed councillors that the Highway Authority had been consulted on the revised plans.

The unauthorised works in the area of the local public house were being investigated.

The Principal Planning Officer also confirmed that, should the committee be minded to approve the application, conditions 5 and 9 needed to be amended to refer to surface water and public holidays.

Following a request, it was confirmed that a condition regarding parking spaces could be added to any approval and also that delegated powers could be given to Officers to investigate with the applicant provision for no on-site parking.

**Resolved:**

**That the application be Refused.**

**The reasons for refusal were**

- **Over development**
- **Level of Parking**
- **Inappropriate in conservation area**
- **Character and Form**

383

**Application: 2008/0938/REM**

**Location: 6 Byram Park Avenue, Byram, Knottingley**

**Proposal: Reserved Matters application for the erection of a detached dwelling and detached double garage**

The Planning Officer informed councillors this was a reserved matters application and the means of access had already received approval.

A letter had been received from the agent and the environmental health concerns regarding noise and contaminated land, which should have been dealt with at the outline stage.

The Planning Officer informed councillors that condition 2 would be reworded to state ' the bungalow' rather than neighbouring properties.

The Planning Officer also confirmed that the decision could not be spilt at this stage.

Mr Carr – Objector

Mr Carr informed Councillors he objected to the application for the following reasons.

- *Previous application refused*
- *No attempt by applicant to address issues*
- *Unreasonable actions by applicant*
- *Future applications should be full applications*
- *Effect on neighbouring properties*

Mr Johnson – Agent

Mr Johnson informed councillors of the following issues

- *Reserved matters application*
- *No drainage issues on site*
- *Landscaping and appearance should be approved*
- *No overlooking issues*
- *Velux roof lights in first floor*
- *No significant over shadowing*

**Resolved:**

**That the application be refused, for the reasons set out in the officer's report, with the amendments to condition 2 wording to stipulate 'siting' and The Bungalow'.**

384

**Application: 2007/0726/COU**

**Location: Woodland Opposite Whinchat Cottage, Sandy Lane, North Duffield, Selby**

**Proposal: Retrospective change of use of land for the stationing of two residential caravans, three sheds, associated landscaping, hard standing, cesspit and fencing**

The Planning Officer informed councillors this was a retrospective application and a site visit had taken place in August. No objections had been received from consultees and from the Development Policy Manager, whose views were superseded from those in the report.

The Planning Officer confirmed that the applicant would install a treatment plant for sewage if the application was successful.

The applicant was a gypsy. As the application was retrospective the



retention of structures would not have any impact on protected species.

The Planning Officer informed councillors that conditions could not be put on the application referring to a personal consent, but conditions could be added to ensure the development does not become a caravan site.

It was confirmed that any future occupiers would need to establish gypsy status.

*Ms Caukill – Objector*

*Ms Caukill informed councillors he objected to the application for the following reasons:*

- *Aware of policies and directives*
- *Objections detailed in letter*
- *Cesspit issues*
- *Cesspit material concerns*
- *No health monitoring*
- *Site unsuitable for proposed sewage tank*
- *Reed beds wont work*

**Councillor Mrs Ryder left the meeting**

*Mr Taunton – Parish Council*

*Mr Taunton informed councillors he objected to the application for the following reasons:*

- *Outside village development zone*
- *Historic assurances at sale of woodland*
- *Fear that approve give scope for development of designated Gypsy site*
- *Parish Council sympathetic to applicant circumstances*
- *Concern of what will happen in the future*
- *Condition to limit number of caravans*

**Resolved:**

**That the application be granted.**

**Application: 2008/0558/FUL****Location: Proposed Holiday Cabins on OS Field No. 6142, Greengate Lane, South Duffield, Selby****Proposal: Proposed erection of 20 No holiday cabins with a service building and associated access**

The Acting Principal Planning Officer informed councillors that the Internal Drainage Board had withdrawn their objection. Conditions could be added regarding the pedestrian access and in the revised layout there was no ancillary or service cabins.

Conditions 7 and 8 required amendment to prevent permanent residential occupation and condition 11 amended to reflect the change of the depth of the end splays.

With regards to the wording of the conditions regarding permanent residence the Acting Principal Planning Officer explained that the Good Practice Guide on Tourism would be used, if councillors were minded to approve the application.

*Mrs Hubbard – Agent*

*Mrs Hubbard informed councillors of the following issues*

- *Good Practice Guide was acceptable to Applicant*
- *14 units already approved*
- *6 additional units*
- *No drainage issues*
- *No lay-by in Greengate Lane*
- *Desirable materials used*
- *Would wish to retain pedestrian access*
- *The spaces left by having no ancillary or service units would be used for new units*
- *Six new units causes no harm in planning considerations*

The Head of Legal and Democratic Services confirmed that this application was for 20 units, not 6 new units and that it could not be deferred for any outstanding conditions on an earlier consent to be considered.

**Resolved:**

**That the application be granted with amendments to conditions 7 and 8 regarding occupation periods and an additional condition preventing vehicle and pedestrian access from Greengate Lane.**

386

## **Councillor I Chilvers left the meeting**

### **Continuation of Meeting**

Councillors were informed that the meeting had been running for three hours.

#### **Resolved:**

**That the meeting continue until the remaining items had been dealt with.**

387

#### **Application: 2007/1216/FUL**

**Location: Cole Park Cottage, Main Street, Hemingbrough**

**Proposal: Resubmission of withdrawn application 8/18/207C/PA (2007/0428/FUL) Erection of a pair of semi detached dwellings accessed by private drive (following demolition of existing garage/workshop) on land to the rear**

The Acting Principal Planning Officer informed councillors that the principle issue for this application was the effect on residential amenity.

#### *Mr Bramhill – Objector*

*Mr Bramhill informed councillors he objected to the application for the following reasons*

- *Objections from the Parish Council, Conservation Area Advisory committee, highways authority and neighbours*
- *Resubmission of previously withdrawn application*
- *Overlooking*
- *Highways safety*
- *Restrictive visibility*
- *Mission statement – Improve the lives*
- *Height and mass of buildings*

#### *Mr Senior - Parish Council*

*Mr Senior informed councillors he objected to the application for the following reasons*

- *Conservation Area*
- *Historic part of village*
- *Out of keeping*
- *Dominate*

Mr Torrible – Agent

*Mr Torrible informed councillors of the following issues*

- *Amenity and overshadowing*
- *Efficient use of land*
- *Similarity to another approved application*
- *Matter of consistency*
- *Massing and overshadowing- subjective views*

In response to details of a previous application Mr Torrible had passed onto the committee, the Acting Principal Planning Officer informed councillors that the plots were very different and the applications were not similar.

**Resolved:**

**That the application be refused, for the reasons set out in the Officers report**

388

**Application: 2008/0657/FUL**

**Location: The Parsonage County House, Main Street, Escrick**

**Proposal: Erection of a leisure suite in the grounds**

The Planning Officer updated councillors with comments received from the Development Policy Manager and Parish Council. He explained that leisure suites did not fall within the definition of appropriate development in the Green Belt and a case for very special circumstances had to be proved for the application to be approved.

The Planning Officer informed councillors if they were minded to approve the application the matter would be referred to the Secretary of State, as it would be a departure from the development plan.

Mr Leeming – Agent

*Mr Leeming informed councillors of the following issues*

- *Successful Business*
- *Privately Owned*
- *Wedding and Conference facility*
- *Feed back results – losing business due to lack of facilities*
- *20% turnover drop*
- *Provision of Spa would be for the long term*
- *Tourism*
- *Greenbelt issues*
- *Reasonable expectations*

- *Business Case*
- *Long term viability of business*
- *4 star achievement*
- *Job creation*

The Head of Legal and Democratic Services informed councillors that if they were mindful to grant the application Counsel advice would need to be sought as to whether very special circumstances could be defended.

**Resolved:**

**That the application be refused, for the reasons set out in the Officers report**

**Councillor D Mackay left the meeting**

389

**Application: 2008/0305/FUL**

**Location: Land adjacent to New Church Terrace, Selby**

**Proposal: Proposed erection of 2 No2 bedroom dwellings, and associated car parking**

The Acting Principal Planning Officer informed councillors of the revised plans and that Highways had now withdrawn their objection to the scheme.

**Resolved:**

**That the application be refused as recommended in the Officers report**

390

**Applications to be determined by the County Council on which the views of the District Council are requested.**

**Resolved:**

391

**The applications were noted**

**Private Session**

**Resolved:**

**That in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and public during consideration of the following items as there will be a disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12A to the Act.**

**Enforcement Sub-Group Minutes**

The Chair presented councillors with the minutes of a meeting of the Enforcement Sub-Group held on 8 September 2008.

**Resolved:**

**That the minutes be noted.**

The meeting closed at 8.01pm.

## SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Planning Committee held on 12 November 2008, in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

440	Minutes
441	Chair's Address to the Planning Committee
442	Performance Indicator Report: April 2008 to September 2008
443	Budget Management to 30 September 2008
444	Planning Committee Training Programme
445	Planning Application – 2008/0624/OUT- Oak Tree Nursery, Barlow
446	Planning Application – 2007/0966/FUL - The Old Rectory, Oxton Lane, Bolton Percy
447	Planning Application – 2007/0967/LBC - The Old Rectory, Oxton Lane, Bolton Percy
448	Planning Application - 2008/0734/FUL - 115 High Street, South Milford
449	Planning Application – 2008/0934/FUL - 48 Low Garth Road, Sherburn in Elmet
450	Planning Application – 2008/0459/OUT – 50 West Park, Selby

Present: Councillor J Mackman in the Chair

Councillors: J Cattanach, Mrs D Davies (for S Shaw-Wright), J Deans, W Inness, J McCartney, D Mackay, B Marshall, Mrs E Metcalfe, C Pearson, Mrs S Ryder (for D Fagan), R H Sweeting (for I Chilvers)

Officials: Head of Service – Development Services, Head of Legal and Democratic Services, Development Control Manager, Principal Planning Officer, Senior Planning Officer, Trainee Solicitor, Committee Administrator and Public Speaking Officer.

Also in Attendance: Public Speakers

Public: 4  
Press: 0

### 438 **Apologies for Absence and Notice of Substitution**

Apologies were received from Councillors I Chilvers, D Fagan and S Shaw-Wright

Substitute Councillors were R Sweeting (*for I Chilvers*), Mrs R Ryder (*for D Fagan*) and Mrs D Davies (*for S Shaw-Wright*).

439 **Disclosure of Interest**

All Councillors had received email representations from Mrs Magee and Mr Watson in respect of application 2008/0734/FUL – 115 High Street, South Milford.

440 **Minutes**

**Resolved:**

**That the minutes of the proceedings of the meeting of the Planning Committee held on 15 October 2008, subject to the following amendments**

- a) **Minute 380 – Resolve should read ‘ that the application be granted subject to the addition of conditions concerning use of curtilage, construction compound, mud on road and working hours’.**
- b) **Minute 383 – the word ‘spilt’ should read ‘ split’**
- c) **Minute 384 – Under Mr Taunton’s comments, point 3 should read ‘ fear that if approved would give scope for development of designated Gypsy site’.**

**be confirmed as a correct record and be signed by the Chair.**

441 **Chair’s Address to the Planning Committee**

The Chair informed councillors of the following issues:

There had been an 11% reduction in the number of applications received for the first 7 months of this year compared with the same period last year.

There are a number of major applications in the pipeline but it is unclear if all will be received this year.

Performance figures are good with 84% of majors, 66% of minors and 88% of other applications being determined within minimum Government target.

The backlog of applications had been reduced to approximately 60.

Member training sessions had been organised, with the first session taking place on 27<sup>th</sup> November at 5.30pm, which will cover the amendments to the General Permitted Development Order. Councillors who were not members of the Planning Committee had been invited to attend the session.



All councillors had received a Councillor Development Programme 2008/09, which detailed all development training and programmes.

Selby District Core Strategy had been published for public consultation. The Chair informed councillors that there were no reasons why they should not participate in the consultation.

The recruitment of the 2 new members of staff had been completed and they would be joining the Development Services teams in December 2008 and January 2009. This fills all posts in the new structure.

442

### **Performance Indicator Report: April 2008 – September 2008**

The Head of Service - Development Services updated councillors on the progress made in 2008/09 for the corporate and statutory National Indicators for which the Planning Committee was responsible.

Councillors requested thanks be passed onto all members of Development Services for their achievements in achieving, and in some cases, exceeding their targets.

**Resolved:**

**That the report be noted**

443

### **Budget Management to 30 September 2008**

The Head of Service – Development Services updated councillors with the major variations between budgeted and actual expenditure and income, for the 2008/09 financial year.

It was confirmed, that whilst no adjustments to the budget were required at present, the situation would continue to be monitored.

**Resolved:**

**That the report be noted**

444

## **Planning Committee Training Programme**

The Head of Service – Development Services sought approval from councillors for the Planning Committee Training Programme and provided details of the topics to be covered.

The first session was scheduled for 27<sup>th</sup> November 2008 with subsequent sessions being held each month thereafter until March 2009. There were no financial implications for the training sessions as senior officers would facilitate these, and if external trainers were required, funding would be allocated from current budgets.

The Chair informed councillors that a future schedule would be required for 2009 from April 2009, although training would be suspended during the summer months. And if anyone had any suggestions for future topics they should be passed onto the Committee Administrator or Head of Service – Development Services. The sessions had been agreed at Council and Planning Committee members were expected to attend all the training sessions.

### **Resolved:**

**That the Planning Committee Training Programme be approved**

445

## **Planning Applications Received**

Consideration was given to the schedule of planning applications submitted by the Head of Service – Development Services.

### **Application: 2008/0624/OUT**

**Location: Land at Oak Tree Nursery, Mill Lane, Barlow**

**Proposal: Outline application for the erection of one detached dwelling, to include matters of access, landscaping and scale**

The Chair informed councillors that the applicant, prior to the meeting, had withdrawn this application.

446

### **Application: 2008/0459/OUT**

**Location: Land to the rear of 50 West Park, Selby**

**Proposal: Outline application for the erection of a detached dwelling to include means of access**

The Development Control Manager confirmed that councillors had received a copy of the appeals decision relating to an earlier application which refused 3 dwellings on the application site. Councillors were requested to note that the inspector had considered that the site was 'not necessarily

unsuitable for a modest residential development’.

If councillors were minded to approve the application, two additional conditions were requested to be included which related to boundary fencing and the actual location of the siting of the development.

*Mr Graham - Objector*

*Mr Graham informed councillors he objected to the application for the following reasons.*

- *Not in character with surrounding dwellings*
- *Tandem developments not common in area*
- *Impact on the character of the area*
- *Other developments nearby are not the same*
- *Contrary to Selby District Local Plan*
- *Inappropriate form of backland development*
- *Access issues*
- *Overlooking*
- *Local Opposition*

*Mr Hill – Agent*

*Mr Hill informed councillors of the following issues*

- *Re-use of brownfield site*
- *Conforms to policy*
- *Planning Inspector considered modest development acceptable*
- *Modest scale development*
- *Happy for condition regarding 1 ½ storey*

Councillors were reminded that the application was for outlined consent and issues regarding overlooking would be considered at a further application.

**Resolved:**

**That the application be granted, subject to the addition of conditions concerning boundary treatments, siting and restriction to 1½ storey dwelling.**

447

**Application: 2007/0966/FUL**

**Location: The Old Rectory, Oxton Lane, Bolton Percy**

**Proposal: Erection of a portico to replace the existing porch, two single storey extensions and a two storey link extension following demolition of outbuildings.**

The Principal Planning Officer informed councillors that following receipt of a letter expressing concerns in the interpretation of policy DL1 it was recommended that should councillors be minded to refuse the application, policy DL1 would be an additional recommended reason for refusal.

Consultants acting on behalf of the Council had provided advice that whilst the applicant had shown evidence of previous extensions it did not provide any justification for the proposed extension and other works. Furthermore the proposed additional accommodation and facilities did not reflect the lost accommodation provided within an earlier demolished portion of the Rectory.

The Principal Planning Officer informed councillors that the proposed extension was very large in relation to the current size of the rectory building, had no real architectural merit and the design of the porch was inappropriate to the style associated with the area.

It was requested that if members were minded to refuse the application, the issues concerning the portico, would be an additional reason for refusal.

**Resolved:**

**That the application be refused, for the reasons set out in the Officers report and that the design of the portico is included in the reasons for refusal where appropriate.**

448

**Application: 2007/0967/LBC**

**Location: The Old Rectory, Oxton Lane, Bolton Percy**

**Proposal: Listed Building Consent for the erection of a new portico to replace the existing porch with two single extensions and a two storey link extension following demolition of disused outbuildings.**

The Principal Planning Officer informed councillors that tests applied showed that the proposals would not be in keeping with or preserve the agricultural and historic elements of the building.

The Principal Planning Officer informed councillors that consultants acting on behalf of the Council had provided advice that whilst the applicant had shown evidence of previous extensions it did not provide any justification for the proposed extension and other works. Furthermore the proposed

additional accommodation and facilities did not reflect the lost accommodation provided within an earlier demolished portion of the Rectory.

**Resolved:**

**That the application be refused, for the reasons set out in the Officers report and that the design of the portico is included in the reasons for refusal where appropriate.**

449

**Application: 2008/0734/FUL**

**Location: 115 High Street, South Milford**

**Proposal: Proposed erection of three dwellings following the demolition of the existing dwelling**

The Principal Planning Officer informed councillors that conditions 4 and 5 of the report regarding hard-standing areas and surface water required amendments. Emails had been sent direct to all members from both an objector and the agents. Copies had been circulated of both emails at the meeting.

The Principal Planning Officer provided updated plans of the application from those published in the agenda, which showed amended hipped roof design and alterations to the layout on the site.

Councillors considered the application and had concerns relating to the overlooking of the plots and the character of the surrounding dwellings.

**Resolved:**

**That the application be refused.**

**The reasons for refusal were:**

- **Character and form**
- **Overlooking**

450

**Application: 2008/0934/FUL**

**Location: 48 Low Garth Road, Sherburn in Elmet**

**Proposal: Erection of a link detached dwelling and a detached single garage following demolition of existing conservatory**

The Senior Planning Officer updated councillors with amendments to the Officers report. There had been 3 representations from objectors and observers received and an additional condition was requested concerning the addition of extensions or structures to the property.

**Resolved:**

**That the application be granted, subject to the addition of condition stated below**

**Notwithstanding the provisions of Classes A and E of Part 1 to Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995 (as amended)**

- (i) No extensions may be added to front, or northern, elevation of the dwelling hereby approved; and**
- (ii) No structures may be erected within the curtilage of the dwelling hereby approved forward of the dwelling's front, or northern, elevation.**

The meeting closed at 5:34 pm.

## SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Licensing Committee held on 27 October 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 10.00 am.

395	Minutes
396	Chair's Address to the Licensing Committee
397	Introduction of DVLA Checks

Present: Councillor R Sayner in the Chair

Councillors: Mrs D Davies, J Deans (*for Mrs K McSherry*), Mrs J Dyson, Mrs S Duckett, C Pearson, Mrs S Ryder, Mrs A Spetch and Mrs D White.

Officials: Senior Solicitor, Licensing Enforcement Officer and Committee Administrator

Public: 0

Press: 0

In Attendance: Mr M Routlege – Minute No: 397

### 393 **Apologies for Absence and Substitution**

Apologies were received from Councillors J McCartney and Mrs K McSherry.

Substitute Councillor was Councillor J Deans (*for Mrs K McSherry*).

### 394 **Disclosure of Interest**

None.

### 395 **Minutes**

#### **Resolved:**

**That the minutes of the proceedings of the meeting of the Licensing Committee held on 29 September 2008 be confirmed as a correct record and be signed by the Chair.**

396

## **Chair's Address to the Licensing Committee**

The Chair gave no address to this meeting.

397

## **Introduction of DVLA Checks**

Councillors received the report of the Licensing Enforcement Officer and were also provided with a power point presentation by Intelligent Data Systems (UK) Limited (IDS) which gave councillors the latest and most complete driving licence history in relation to those applying for the grant or renewal of a Hackney Carriage and Private Hire driver's licences.

All applicants for Hackney Carriage and Private Hire Driver's licences are required to undergo a Criminal Record Bureau (CRB) check, which provides a disclosure of any criminal history. However, CRB checks do not include either penalty points or traffic related convictions and the only means available to the Council to confirm these details is through a check with the Driver and Vehicle Licensing Agency (DVLA).

The safety of the travelling public is paramount when considering such applications and therefore the Licensing Section consider that it is important to check applicants prior to the issue of a particular licence.

The system before Committee today would enable the Council to check not only new applicants but those individuals renewing their licences to prevent any passengers being put at risk.

The administration of all DVLA checks would be outsourced to IDS at a cost of £8.25, which would be passed on to the drivers and embedded within the yearly licence fee.

After raising various questions and concerns councillors gave full consideration to the facts presented and were unanimously agreed the that implementation of DVLA checks be approved.

### **Resolved: That**

- (i) the introduction of a check of all driver's licences, with effect from 27 October 2008 be approved;**
- (ii) the cost of the check be added to the yearly licence fee;**
- (iii) the Licensing policy be amended to require all new and existing hackney carriage and private hire drivers to consent to DVLA checks in order to operate on behalf of Selby District Council.**

The meeting closed at 11:05 am.

Licensing Committee  
27 October 2008



## SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Environment Board held on Tuesday 28 October 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

400	Private Session
401	Draft Specification for Streetscene Contract

Present: Councillor C Metcalfe in the Chair

Councillors: Mrs E Casling, M Jordan, Mrs P Mackay, Mrs C Mackman, I Nutt, R Packham, A Pound, R Sweeting and J Thurlow

Officials: S Martin, Strategic Director, Head of Service – Environmental Health and Leisure, Head of Service – Finance and Central Services, Media and Corporate Communications Manager, Principal Environmental Services Officer and Committee Administrator

Also in Attendance: Mr B Couth – SLR Consulting Limited in connection with Minute 401

Observers: Mr J Dalton – Audit Commission (CPA)

Public: 0

Press: 0

### 398 **Apologies for Absence and Substitution**

No apologies for absence were received.

### 399 **Disclosure of Interest**

None.

### 400 **Private Session**

**That in accordance with Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, as there will be disclosure of exempt information as defined in paragraph 3 of Part 1 of Section 12A of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006.**

## **Draft Specification for Streetscene Contract**

Councillors received the report of the Head of Service – Environmental Health and Leisure which informed them of the specification for the Integrated Streetscene Contract currently being procured, and would commence on 1 October 2009.

Councillors also received a detailed powerpoint presentation from SLR Consulting who had been working closely with the Principal Environmental Services Officer on producing the specification.

The current waste and recycling, street cleansing and grounds maintenance contracts all expire at the end of September 2009. A procurement exercise was being carried out to produce a new contract to begin in October 2009, which would bring all these services together.

The pre-qualification period in the procurement process had been completed and 6 companies had been shortlisted to be 'Invited to Tender' for the contract.

The specification contained specific details on what services were to be provided and, where appropriate, to what quality.

The start of the new contract would see the introduction of a new collection timetable, with general refuse for landfill being collected one week and materials for recycling collected the next.

Councillors raised various questions and concerns within the specification and these were responded to by either the Head of Service – Environmental Health and Leisure, Mr Couth or the Principal Environmental Services Officer.

### **Resolved:**

**That the specification and associated tender documents be endorsed.**

The meeting closed at 6:00 pm.

## SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Environment Board held on Thursday 6 November 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

414	Minutes
415	Chair's Address to the Environment Board
416	Environment Board Performance Indicator Report: April 2008 – September 2008
417	Budget Management to 30 September 2008
418	'Update on the Commercial Waste Recycling Strategy Action Plan'

Present: Councillor C Metcalfe in the Chair

Councillors: Mrs E Casling, M Jordan, D Mackay (*for Mrs P Mackay*), Mrs C Mackman, N Martin (*for B Packham*), I Nutt, A Pound and J Thurlow

Officials: Head of Service – Finance and Central Services, Principal Environmental Health Officer (Commercial), Principal Environmental Health Officer (Pollution), Principal Environmental Services Officer and Democratic Services Manager

Public: 0

Press: 0

### 412 **Apologies for Absence and Substitution**

Apologies were received from Councillors Mrs P McKay, B Packham and R Sweeting.

Substitute Councillors were Councillors N Martin (*for B Packham*) and D Mackay (*for Mrs P Mackay*)

### 413 **Disclosure of Interest**

None.

### 414 **Minutes**

**Resolved:**

**That the minutes of the proceedings of the meeting of the Environment Board held on 18 September 2008 be confirmed as a correct record and be signed by the Chair.**

415 **Chair's Address to the Environment Board**

The Chair reported that he had received positive feedback regarding the attendance at the last meeting of an Inspector from the CPA.

416 **Environment Board Performance Indicator Report:  
April 2008 – September 2008**

The Head of Service – Environmental Health and Leisure presented a report, which updated councillors on the progress that was being made in 2008/2009 for the corporate and statutory National Indicators (NIs) for which they were responsible.

**Resolved:**

**That the report be noted.**

417 **Budget Management to 30 September 2008**

The Head of Service – Environmental Health and Leisure presented councillors with details of major variances between budgeted and actual expenditure and income for the Environment Board for the 2008/09 financial year to 30 September 2008.

**Resolved:**

**That Councillors endorse the actions of officers and note the contents of the report.**

418 **'Update on the Commercial Waste Recycling Strategy Action Plan'**

Councillors received the report of the Principal Environmental Services Officer with an update on progress with the Commercial Waste Recycling 'Action Plan' which was presented to the Environment Board on 12 June 2008.

The Action Plan had a range of activities to support increasing the take up recycling services offered to businesses across the district with the overall aim of reducing waste sent to landfill.

The objectives within the Action Plan were as follows:

- Engage with the wider business community
- Target existing customers

- Encourage take up of glass and can recycling scheme through limited 'free trial'
- Investigate feasibility of trial area for co-mingled collections of mixed glass, cans and plastic.

**Resolved:**

**That the progress made with the Action Plan be noted.**

The meeting closed at 16:40 pm.

## Selby District Council

Minutes of the proceedings of a meeting of the Economy Board held on 4 November 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5.00pm.

404	Minutes
405	Chair's Address to the Economy Board
406	Questions and Answer Session with Yorkshire Forward
407	Performance Indicator Report: April 2008 – September 2008
408	Budget Management to 30 September 2008
409	Private Session
410	North Yorkshire Geographical Programme
411	North Yorkshire Building Control Partnership

Present: Councillor Lunn in the Chair

Councillors: J Deans, K Ellis, D Fagan, Mrs P Mackay, Mrs C Mackman (for Mrs C Goodall), N Martin, I Nutt, R Sweeting and J Thurlow.

Officials: Head of Service – Development Services, Head of Service – Finance and Central Services, Development Policy Manager and Committee Administrator

Also in Attendance: John Shepherd – Senior Renaissance Manager, Yorkshire Forward

Observer: Councillor Mrs A Spetch

Public: 0

Press: 0

### 402 **Apologies for Absence and Substitution**

Apologies were received from Councillor Mrs C Goodall

Substitute Councillor was Mrs C Mackman (for Mrs C Goodall)

### 403 **Disclosure of Interest**

None

404

## **Minutes**

### **Resolved:**

**That the minutes of the proceedings of the meeting of the Economy Board held on 9 September 2008 be confirmed as a correct record and be signed by the Chair.**

In response to questions the Development Policy Manager confirmed that comments made by Councillors regarding cinema sites had been noted and this subject would be further discussed later in the meeting.

405

## **Chair's Address to the Economy Board**

The Chair gave his address to councillors which covered the following issues:

- The Chair sought agreement from members to cancel the February 2009 meeting. Councillors agreed to cancel the February meeting with any business being dealt with in April 2009.
- John Shepherd from Yorkshire Forward was in attendance and would take questions relating to specific issues from Councillors, questions relating to wider economic issues would be dealt with at a later meeting when Yorkshire Forward would again be present.
- Selby College Phase 3 development had commenced
- Abbey Precinct development had been deferred to the New Year to avoid any impact on Christmas trading.
- The Chair confirmed that the Department for Communities and Local Government had announced today that an Eco Town would not be located within the Selby District. Leeds City Region are investigating the potential of urban extensions.
- The Core Strategy public consultation begins on Thursday 6 November – documents will be available from public buildings such as libraries, surgeries and community centres. Adverts will be placed in the press.

406

## **Questions and Answer sessions with Yorkshire Forward**

The Development Policy manager introduced John Shepherd, Senior Renaissance Manager Yorkshire Forward, who took questions from councillors regarding the following issues

- The renaissance programme
- Yorkshire Forwards Geographical programme and how it works with Selby District Council
- Tadcaster
- Burn Airfield

407 **Performance Indicator Report: April 2008 – September 2008.**

The Head of Service – Development Services presented a report, which updated councillors on the progress that was being made in 2008/2009 for the corporate and statutory National Indicators (NIs) for which they were responsible.

**Resolved:**

**That the report be noted.**

408 **Budget Management to 30 September 2008**

The Head of Service - Finance and Central Services presented councillors with details of major variations between budgeted and actual expenditure and income for the Board for the 2008/09 financial year to 30 September 2008.

Councillors were concerned that savings in postage were not being achieved and that constituents were reporting multiple postings from Selby District Council concerning bus passes which the Head of Service – Finance and Central Services would investigate.

**Resolved:**

**That the report be noted.**

409 **Private Session**

**That in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and public during consideration of the following items as there will be a disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12A to the Act.**



### **North Yorkshire Geographical Programme**

The Development Policy Manager informed councillors of proposed submission for an Urban Renaissance Phase 2 programme. The Enhanced Chairs group had also commented on the proposals and the draft plans had been amended to reflect their comments.

The Development Policy Manager raised the main issues in District Chapter and highlighted potential sites and schemes, which could include private sector input. Discussions took place concerning possible leisure schemes, including potential cinema complex and water parks.

It was suggested that a working group be set up to look at possible sites and proposals in a wide leisure/culture remit and that the Social Board be invited to nominate representatives to the group. The Chair agreed to speak to the Chair of Social Board and if agreed, nominations for membership from both boards would be sought.

#### **Resolved:**

- (i) The Board supported developing an Urban Renaissance Phase 2 (UR2) and**
- (ii) That the Draft District Chapter be used as the basis of discussions with Yorkshire Forward with regards UR2 and**
- (iii) Officers be requested to develop the project along with details on costs and timescales and potential Selby District Council financial and in-kind contributions and**
- (iv) That the Social Board be invited to contribute to a working party to investigate possible sites and proposals for leisure facilities within Selby District.**

### **North Yorkshire Building Control Partnership**

The Head of Service – Finance and Central Services updated councillors on the financial statement of the partnership as at September 2008. Due to the credit crunch a deficit in income had resulted in a shortfall and partners, including Selby District Council, would be required to contribute monies.

The Head of Service – Finance and Central Services confirmed that the situation would continue to be monitored and a further update would be brought to the next meeting of the Board.

**Resolved:**

**That the update be noted.**

The meeting closed at 5.59pm

## SELBY DISTRICT COUNCIL

Minutes of the proceedings of an Extraordinary meeting of the Overview and Scrutiny Committee held on Friday 7 November 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 2:00 pm.

421	John Grogan MP
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Present: Councillor J McCartney in the Chair

Councillors: Mrs J Dyson, Mrs M Hulme, W Inness, B Marshall, Mrs K McSherry, Mrs S Ryder and Mrs D White

Officials: Chief Executive and Committee Administrator

Also in Attendance: Mike James, Media & Corporate Communications Manager

Observers: Councillor C Pearson

Public: 0

Press: 0

### 419 **Apologies for Absence**

Apologies were received from Councillors J Cattanach, Mrs S Duckett and Mrs A Spetch.

### 420 **Disclosure of Interest**

None.

### 421 **John Grogan MP**

The Chair introduced and welcomed John Grogan MP to the meeting. He responded to questions and various issues raised by councillors concerning the following topics:

- Latest proposals for an eco town in the Leeds City Region
- Cut-off date for winter fuel payments
- Arbre Power Station
- British Economy
- National Economic Council
- Keynesian response to the economic crisis

Overview and Scrutiny Committee

7 November 2008

- Social Housing in the Selby District
- Burn Airfield Update
- Post Offices and Royal Mail
- Licensing Act – Impact on Market Towns
- Fortnightly Bin Collections
- Debt – Student loan and tuition fees
- Drax to Selby College Service Bus
- Selby Police
- Driving whilst using a mobile phone
- Reducing the impact of recession on small firms in the District
- Making businesses who create excess cardboard/plastics recycle

**Resolved:**

**That John Grogan MP be thanked for his attendance and for responding to questions raised by councillors.**

The meeting closed at 3:38 pm.

## SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Overview and Scrutiny Committee held on 20 November 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5:00 pm.

453	Minutes
454	Chair's Address to the Overview and Scrutiny Committee and Work Programme
455	Review of Service Plans: Food Safety Service Plan & Health and Safety Service Plan
456	The State of the Area Address Consultation 2008 Report
457	Overview and Scrutiny Committee 2007/2008 Performance Indicator Report: April 2008 – September 2008
458	Dealing with Illegal Traveller Encampments
459	Questions to the Chief Executive

Present: Councillor J McCartney in the Chair

Councillors: J Cattanach, Mrs S Duckett, Mrs J Dyson, Mrs M Hulme, W Inness, Mrs S Ryder and Mrs A Spetch

Officials: Chief Executive, Head of Service – Policy and Performance and Committee Administrator

Also in Attendance: Principal Environmental Health Officer (Commercial) – For Minute No: 455  
Environmental Health Technician – For Minute No: 458

Public: 0

Press: 0

The Chair informed the Committee, that this was the last Overview and Scrutiny Meeting for Heather Watts, Head of Service – Policy and Performance and wished her well for the future and thanked her for all the hard work she had done for this Committee.

### 451 **Apologies for Absence**

Apologies were received from Councillors B Marshall, Mrs K McSherry and Mrs D White.

### 452 **Disclosure of Interest**

None.

453

## **Minutes**

### **RESOLVED:**

**That the minutes of the proceedings of the meeting of the Overview and Scrutiny Committee held on 25 September 2008 and the Extraordinary Overview and Scrutiny Meeting held on 7 November 2008 be confirmed as a correct record and be signed by the Chair.**

454

## **Chair's Address to the Overview and Scrutiny Committee and Work Programme**

The Chair informed councillors of the following:

- The next Parish Forum would be held at the Civic Centre, Selby on Thursday 22 January 2009 at 7.00 pm and the topic of discussion would be 'Neighbourhood Policing' with Inspectors Pegg and Abbot in attendance.
- The training course attended by Councillor J McCartney and Mrs Peam at Leeds Town Hall on Thursday 2 October 2008 regarding Community Empowerment White Paper & Guidance for implementation was disappointing and no date for implementation was given.
- From the recent CPA inspection the Chair was asked whether the Committee scrutinised the LSP (Local Strategic Partnership). The Chair asked for views on how this could be carried out. The Chief Executive informed the Committee that he would put a paper to a future meeting of the Overview and Scrutiny Committee.

455

## **Review of Service Plans: Food Safety Service Plan & Health and Safety Service Plan**

Councillors received the Food Safety and the Health and Safety Enforcement Policies 2008/09 along with the Scores on the Doors, which is a public information service where information regarding hygiene ratings for food businesses could be found.

The Principal Environmental Health Officer (Commercial) informed Councillors that Selby District Council along with other authorities across North Yorkshire County Council would set up a project for North Yorkshire after April 2009 once the Food Standards Agency had published the scheme.

Councillors asked various questions in relation to the star rating of premises and the Principal Environmental Health Officer (Commercial) responded to these.

Councillors were pleased with the Food Safety Service Plan and the Health and Safety Service Plan that Selby District Council produced and the work carried out by staff within that section.

Councillors raised various questions in respect of inspection of premises, types of premises visited and any prosecutions that had taken place over the 2007/08 period.

The Principal Environmental Health Officer (Commercial) informed councillors that there had been no prosecutions for food safety within that period.

**Resolved:**

**That the Food and Health and Safety Enforcement Policies 2008/09 be noted and that the Principal Environmental Health Officer (Commercial) be thanked for his attendance.**

456

**The State of the Area Address Consultation 2008 Report**

Councillors received the report of the Head of Service – Policy and Performance with the findings of consultations relating to the State of the Area Address 2008.

The State of the Area Address had been discussed across the District. A range of traditional and contemporary quality and quantitative research using a variety of media tested the community's reaction to the Address.

The community had been asked whether they agreed with statements that progress had been made on the six priorities for 2007-08. Most people agreed that the Council had achieved good progress on its recycling and environmental priorities. More people than last year agreed that their communities were safer and in other priorities many felt they were unable to agree or disagree.

The community felt that whilst all of the seven proposed priorities set out in the 'future' section of the State of the Area Address were important, it felt that some were more important than others. The priorities concerning safer communities, street cleanliness and reducing our expenditure were ranked as the three most important priorities.

**Recommendation:**

**That the Overview and Scrutiny Committee welcomes the warm response that the State of the Area Address received from the public**

during its consultation stage and notes that the responses show an increase in the numbers feeling that our communities are safer and stronger.

The Committee commends the State of the Area Address and its seven priorities to Council, noting emphasis that the consultation gave to the top 3 being:

- Working with our communities to provide a safer environment in which to live, work and play;
- Continue to improve the cleanliness of our streets and communities;
- Reducing our expenditure by a series of balanced measures.

457

### **Overview and Scrutiny Committee 2007/2008 Performance Indicator Report: April 2008 – September 2008**

The Head of Service – Policy and Performance updated councillors on priority areas and managing the performance of the Council by updating the Overview and Scrutiny Committee on the progress that is being made in 2008/2009 for the corporate and statutory National Indicators (NIs) for which they were responsible.

Councillors raised the issue of being able to contact Officers at the Civic Centre through direct dial numbers and not having to go through Access Selby. It was agreed that the Chief Executive and Committee Administrator would look into this matter and re-issue the list of direct dial numbers.

The issue of meetings taking place at the Civic Centre was also raised and that members of the public did not know when these were being held and whether or not they could attend. It was felt that some form of notification of meetings be advertised in Access Selby for all members of the public to see.

#### **Resolved:**

**That the report be noted and the issue regarding direct dial numbers for Councillors and the advertising of forthcoming meetings be followed up by the Chief Executive and Committee Administrator.**

458

### **Dealing with Illegal Traveller Encampments**

Councillors received four background documents relating to Traveller Encampments within the Selby District.



Councillors were happy with the documents in principle but felt that apart from Selby District Council staff, the others were not implementing their policy adequately enough when problems were being caused by the travellers.

The other issue raised was that there is no single person or organisation with a co-ordinating role in respect of illegal traveller encampments. It was felt that this could be a role that Selby District Council could potentially perform.

It was agreed that that Chief Executive would raise this with the Chair of the Community Safety Partnership and report back to a future meeting of Overview and Scrutiny.

**Resolved:**

**That the Chief Executive would raise this issue with the Community Safety Partnership and report back to a future meeting of Overview and Scrutiny Committee.**

459

**Questions to the Chief Executive**

The Chief Executive gave a detailed report on the first meeting of the pilot Community Engagement Forum and responded to councillors' questions.

The meeting closed at 7:00 pm.

## SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Social Board held on 11 November 2008 in Committee Room 2, The Civic Centre, Portholme Road, Selby commencing at 5.00pm.

424	Minutes
425	Chair's Address to the Social Board
426	Performance Indicators – April 2008 to September 2008
427	Making Safe
428	Decent Home Update
429	General Fund – Budget Management to 30 September 2008
430	Housing Revenue Account – Budget Management to 30 September 2008
431	Housing Investment Account – Budget Management to 30 September 2008
432	North Yorkshire Sub- Regional Officer funding
433	Free Swimming for under 16's
434	Private Session
435	Restrictive Covenant - Kelfield
436	Restrictive Covenant – Beal
437	Tadcaster Swimming Pool Trust – Grant

Present: Councillor Mrs G Ivey in the Chair

Councillors: Ms M Davis, K Ellis, Mrs C Goodall, D Mackay, Mrs P Mackay (for Mrs E Metcalfe), Mrs C Mackman, N Martin (for Mrs W Nichols), I Nutt (for I Chilvers), A Pound

Officials: Head of Service – Housing, Head of Service – Policy and Performance, Head of Service – Finance and Central Services, Head of Service – Legal and Democratic Services, Leisure Services Manager, Property Services Manager, Policy and Partnership Officer, Media and Corporate Communications Manager and Committee Administrator.

Also in Attendance: Mr P Furminger – Tenant Representative

Public: 1  
Press:

422

### **Apologies for Absence and Substitution**

Apologies were received from Councillors I Chilvers, Mrs E Metcalfe, Mrs W Nichols and Mrs M McCartney.

Substitute Members were Councillors I Nutt (for I Chilvers), Mrs P Mackay (for Mrs E Metcalfe) and N Martin (for Mrs W Nichols).

423

### **Disclosures of Interest**

None

424

### **Minutes**

#### **Resolved:**

**That the minutes of the proceedings of the meeting of the Social Board held on 23 September 2008, subject to the following amendment**

**Minute 303 – Part ii of the resolution to read ‘ That the working group (Councillor’s Ivey, Pound and Ms Davis) be given delegated authority to approve tender documentation, approve a shortlist (if appropriate) of preferred bidders for further negotiation and make final recommendation on the selected partner.’**

**be confirmed as a correct record and be signed by the Chair.**

425

### **Chair’s Address to the Social Board**

The Chair addressed the Board on the following issues:

- Letter received from North Yorkshire Police informing Council that the Licensing Enforcement Officer, Mr T Grogan, was to receive an Area Commander Commendation for his night marshall work. The Board passed on their congratulations to Mr Grogan.
- The Selby Night Marshall work had also been short listed for a regional award in the ‘Making a Difference in Yorkshire and Humber’ Awards run by Local Government Yorkshire and Humber.
- An invite had been received from Economy Board to members of the Social Board to join a working group to contribute to a working party to investigate possible sites and proposals for leisure facilities within Selby District. Councillors were requested to contact the Chair, or

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Committee Administrator, if they wished to join the working group.

- The chair had visited North Lincolnshire following an invitation from the Rural Housing Enabler and a report would be placed in the Members' room.
- A leaflet called 'Championing Affording Housing' would also be placed in the Members room for information.
- The chair gave an overview of the initiatives Council were taking in response to the credit crunch and future reports would be given at future meetings to keep members informed of the situation.

426

### **Performance Indicators – April 2008 to September 2008**

The Head of Service – Policy and Performance informed councillors of the priority areas and management of performance of the Council and the progress that had been made in 2008/09 for the corporate and statutory National Indicators for which they were responsible.

In response to questions from councillors concerning rent arrears the Head of Service – Finance and Central Services agreed to report back to a future Board detailing the procedures concerning former tenant rent arrears.

The Head of Service – Policy and Performance reported that the indicators concerning community safety were transient and some indicators would be dropped next year.

**Resolved:**

**That the report be noted**

427

### **Making Safe**

The Policy and Partnership Officer informed councillors of the Making Safe project. The scheme was a victim centred multi agency initiative, which protected victims of domestic violence and comprised three components supporting the victim, perpetrator and children.

To operate the scheme in Selby it was essential that accommodation be available to re-settle perpetrators for a temporary period until a permanent solution was found. The scheme required 1 property being available; with more coming from the private rental sector; with the housing department identify a suitable property.

Councillors were assured that the scheme would be monitored and as perpetrators would be placed under licence, support would be there to help

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11 November 2008

60

to find permanent solutions.

**Resolved:**

- (i) That the report be noted and;**
- (ii) that a future report be brought to the board to review the scheme one year from the start of the scheme.**

428

**Decent Homes update**

The Property Services Manager informed councillors of the delivery of the Decent Homes Programme from the beginning of the programme, including a financial update and the future programme allocations.

Although it was confirmed that the programme was on target, despite a slow start, concern was expressed as to the high levels of refusals. The Property Services Manager explained that many refusals, which were mainly re-visits, were due to historic issues concerning the previous contractors.

Mr Furminger, the Tenant representative, confirmed that through his discussions with many tenants high satisfaction levels were recorded and confirmed that the reasons for refusals were due to historical issues.

**Resolved:**

**That the report be noted**

429

**General Fund – Budget Management to 30 September 2008**

The Head of Service – Housing updated councillors with details of the major variations between budgeted and actual expenditure and income for the Board for the 2008/09 financial year to 30 September 2008.

Savings had been identified within the Your Community Your Future grant and the Sports equipment bank and Youth Leisure grants as a result of unclaimed grants.

**Resolved:**

**That the report be noted and;**

**Recommended to Policy and Resources Committee**

**That the Your Community Your Future savings identified in paragraphs 4.9 and 4.10, of the Officers report, be transferred back to balances.**

430

### **Housing Revenue Account – Budget Management to 30 September 2008**

The Head of Service – Housing updated councillors with details of the major variations between budgeted and actual expenditure and income for the Housing Revenue Account for the 2008/09 financial year to 30 September 2008.

It was projected that rental income would exceed the budgeted target and it was requested that this be treated as a saving and transferred to the HRA balances.

#### **Resolved:**

**That the report be noted and;**

#### **Recommended to Policy and Resources Committee**

**That the excess rent income be transferred to the HRA balances.**

431

### **Housing Investment Account – Budget Management to 30 September 2008**

The Head of Service – Housing informed councillors of the position of the Council's Housing Investment Programme for the 2008/09 financial year to 30 September 2008.

In response to questions regarding why monies had been moved from the Energy Efficiency and Fuel Poverty Grant to the mandatory Disabled Facilities Grant, councillors would be provided with a detailed explanation of the background to why these adjustments were required, by the Principal Environmental Health Officer.

#### **Resolved:**

**That the report be noted**

432

### **North Yorkshire Sub-Regional Officer funding**

The Head of Service – Housing sought approval from councillors for the continuation of joint funding for a North Yorkshire Housing Strategy Manager post and a new Sub Regional Monitoring Officer post and for the support for the ongoing work of the Selby Rural Housing Enabler.

The North Yorkshire Housing Strategy Manager post was established in 2005 when councillors had agreed to contribute to the cost of the post. The

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new Sub Regional Monitoring Officer post would assist with work across the County, but due to funding already received from Regional Housing Board, the contribution requested from Selby District Council for the next 3 years, had been reduced.

Councillors requested that future reports show evidence of the benefits of the post.

**Resolved:**

- (i) That the report be noted and;**
- (ii) That the inclusion of a bid in the financial planning process for the years 2208/09, 2010/11 and 2011/12 for a contribution to the cost of funding a Housing Strategy Manager and Sub Regional Monitoring Officer for North Yorkshire be approved.**

433

**Free Swimming for Under 16's**

The Leisure Services Manager informed councillors of the Government recent initiative to promote free swimming for people under 16 up to 2012 Olympics. Unlike the Government's financial offer for the over 60's free swimming scheme, the financial package from the Government fell short of the income already received from the under 16's swimming and was therefore considered not to be financially viable.

**Resolved:**

**That the report be noted and;**

**Recommended to Policy and Resources Committee**

**That the Council does not offer free swimming to people under 16.**

Mr Furminger left the meeting

434

**Private Session**

**That in accordance with Section 100(A)(4) of the Local Government Act 1972 in view of the nature of the business to be transacted the meeting be not open to the Press and public during discussion of the following items as there will be a disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12A to the Act.**

435

### **Restrictive Covenant – Kelfield**

The Head of Service – Legal and Democratic Services informed councillors of a request to release the restrictive covenant on the land at a property in Kelfield. He requested that if members were minded not to release the covenant reasons must be given as the applicant was entitled to appeal.

It was confirmed that Planning permission had been granted for the erection of two semi-detached properties, with garages on the land and the housing department had no objections to the removal of the covenant.

#### **Resolved:**

**That the restrictive covenant be released subject to the following terms;**

- (i) Payment as agreed by an independent valuer pursuant to S123 Local Government Act 1972**
- (ii) The payment of the Council’s legal and valuer fees by the applicant**
- (iii) Other terms and conditions recommended by the Head of Service – Legal and Democratic Services and/or the valuer**

436

### **Restrictive Covenant – Beal**

The Head of Service – Legal and Democratic Services informed councillors of a request to release the restrictive covenant on the land at a property in Beal. He requested that if members were minded not to release the covenant reasons must be given, as the applicant was entitled to appeal and confirmed that if this request was agreed it would apply only to one part of the covenant and all remaining restrictions would remain with the land.

#### **Resolved:**

**That the restrictive covenant be modified to allow the erection of one dwelling only, but all other restriction to remain in place, subject to the following terms and conditions;**

- (i) Payment as agreed by an independent valuer pursuant to S123 Local Government Act 1972**
- (ii) The payment of the Council’s legal and valuer fees are paid by the applicant**



- (iii) Other terms and conditions recommended by the Head of Service – Legal and Democratic Services and/or the valuer**

437

### **Tadcaster Swimming Pool Trust – Grant**

The Leisure Services Manager requested councillors consider a request from Tadcaster Swimming Pool Trust for a grant to assist the Trust to reduce the financial deficit they had predicted for the current financial year and to consider an ongoing grant for 2009/10 and there after.

The Leisure Services Manager proposed a draft Service Level Agreement to assist the Trust with future financial plans that set out undertakings and services to be provided to the community should financial support be offered.

#### **Resolved:**

**That Councillors endorse the proposed Service Level Agreement and;**

#### **Recommendation to Policy and Resources Committee that**

- (i) Approval be given to the payment of a grant of £10,000 to the Tadcaster Swimming Pool Trust in respect of the financial year 2008/09, to be funded from the in year savings from the Arts and Cultural Development and sports Development Projects, subject to the Tadcaster Swimming Pool Trust entering into the Service Level Agreement**
- (ii) That Policy and Resources Committee ascertain that other funding streams are in place before Selby District Council funding is released**
- (iii) That consideration of any ongoing grant funding in 2009/10 and thereafter is considered as part of the annual budget setting process.**

The meeting closed at 7:10 pm

## SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Policy and Resources Committee held on 25 November 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

462	Minutes
463	Chair's Address
464	Policy on the Management of Health & Safety in Corporate Contracting Work
465	Flexitime Policy
466	Service Performance Agreements (SPA)
467	Performance Indicators
468	Financial Strategy
469	Council Tax Base and Classification of Expenditure 2009/10
470	General Fund Revenue Budget Management to 30 September 2008
471	General Fund Capital Programme – Budget Management to 30 September 2008
472	Referrals from Other Boards and Committees
473	Private Session
474	Referral from Social Board – Tadcaster Swimming Pool

Present: Councillor M Crane in the Chair

Councillors: Mrs E Casling, Mrs D Davies (*for S Shaw-Wright*), D Fagan (*for R Sayner*), Mrs G Ivey, C Lunn, J Mackman, W Martin (*for Mrs W Nichols*), C Metcalfe, R Packham and B Percival.

Officials: Chief Executive, Strategic Director – S Martin, Strategic Director – J Lund, Head of Service – Finance and Central Services, Head of Service – Policy and Performance, Head of Service – Human Resources, Principal Environmental Health Officer (Commercial), Media and Corporate Communications Manager, Democratic Services Officer and Committee Administrator.

Press: 0

Public: 0

### 460 **Apologies for Absence and Notice of Substitution**

Apologies were received from Councillors W Nichols , R Sayner and S Shaw-Wright

Substitute councillors were Mrs D Davies (*for S Shaw-Wright*), D Fagan (*for R Sayner*) and N Martin (*for Mrs W Nichols*).

461 **Disclosures of Interest**

None.

462 **Minutes**

**That the minutes of the proceedings of the meeting of the Policy and Resources Committee held on 30 September 2008 be confirmed as a correct record and be signed by the Chair.**

463 **Chair's Address to the Policy and Resources Committee**

- The Chair welcomed the news that the Eco Town would not be located within the Council's area;
- The Chair reported on proposals to develop a North Yorkshire Procurement Partnership in conjunction with four other District Council's within North Yorkshire. The Council would be co-operating on a number of initiatives with partners in the new year and a further report on the business case for a formal partnership would come to a future meeting.
- The Chair reported that this was the last meeting Heather Watts, Head of Service – Policy and Performance would attend before she left the Council's employment. The Committee offered their best wishes to Heather for the future.

464 **Policy on the Management of Health & Safety in Corporate Contracting Work**

Councillors received the report to consider, approve and support the policy on the management of health and safety in corporate contracting work.

The policy was designed to encourage a consistent, risk-proportionate approach to the management of Council-appointed contractors.

**Recommended to Council:**

**That the Management of Health and Safety in Corporate Contracting Work Policy be approved.**

465

### **Flexible Working Policy**

Councillors received the report of the Head of Service – Human Resources which made recommendations, as part of a range of proposals in the Workforce Strategy Action Plan, to enhance and broaden the flexitime working provisions offered by the Council. This would contribute to making Selby District a more attractive place to work and improve recruitment and retention.

The proposals had been discussed with staff and appropriate trade unions.

#### **Recommended to Council:**

**That the Flexible Working Policy be approved.**

466

### **Service Performance Agreements (SPAs)**

Councillors received the report of the Head of Service – Policy and Performance to seek approval for the remaining Service Performance Agreements (SPAs) for 2008/09 that were within the remit of the Policy and Resources Committee.

The SPAs were for the following Services:

- Democratic Services
- Electoral Services
- Legal Services, and
- Human Resources

#### **Resolved: That**

- (i) The Service Performance Agreements (SPAs) be approved;**
- (ii) Details of the quantitative targets be included in future reports; and**
- (iii) The possibility of including a performance indicator of the level of satisfaction of the members of the public with Democratic Services Unit and attendance at meetings be explored.**

467

### **Performance Indicators: April 2008 – September 2008**

The Head of Service – Policy and Performance updated councillors on the progress that had been made in 2008/09 for the corporate and statutory National Indicators for which the Committee were responsible.

Councillors commented on the figures relating to Access Selby and the method of dealing with letters of complaint.

#### **Resolved:**

**That the report be noted.**

468

### **Financial Strategy**

The Financial Strategy provides a framework within which to formulate the 3 year Medium Term Financial Plan and annual budget.

The Head of Service – Finance and Central Services gave councillors a presentation setting out the Council's current financial position, the financial pressures facing the Council over coming years and the proposed strategy for dealing with these pressures, in order to ensure that the Council has the funds necessary to deliver its corporate plan.

Of necessity the assumptions underpinning the Strategy will be kept under close review and will be updated for any significant changes as part of the Medium Term Financial Planning process.

#### **Resolved: That**

- (i) The assumptions in the Financial Strategy be approved;**
- (ii) The targets for net revenue budget for 2009/10 to 2011/12 be approved;**
- (iii) The targets for savings for 2009/10 to 2011/12 be approved; and**
- (iv) Proposals for savings be brought forward as part of the budget process.**

### **Council Tax Base and Classification of Expenditure 2009/10**

Councillors received the report from the Head of Service – Finance and Central Services, which detailed the proposed Council Tax base for 2009/10 and also information relating to the classification of expenditure.

**Resolved: That**

- (i) **Approval be given for the amounts calculated for the District Council's and Parish Councils' tax bases for 2009/10 as set out in the Appendices to the report; and**
- (ii) **All Council expenditure, including Land Drainage Board precepts, be treated as general expenses for the purpose of setting the Council Tax.**

### **General Fund Revenue Budget Management to 30 September 2008**

Councillors received the report of the Head of Service – Finance and Central Services which detailed variations between budgeted and actual expenditure and income for the General Fund for the 2008/09 financial year to 30 September 2008 and requested draw downs from reserves where required.

**Resolved: That**

- (i) **the report be noted and the actions of officers be endorsed;**
- (ii) **the draw downs from the Building Repairs Reserve totalling £9,900 as set out in paragraphs 4.23 and 4.24 be approved;**
- (iii) **the Your Community, Your Future savings identified in paragraphs 4.31 and 4.32 totalling £10,430 be earmarked as a source of funding of up to £10,000 for a grant to Tadcaster Swimming Pool Trust subject to the grant being approved later in the meeting (See Minute 474); and**
- (iv) **savings of £141,100 are identified in order to meet the savings target set for 2008/09.**

471

### **General Fund Capital Programme – Budget Management to 30 September 2008**

Councillors received the report of the Head of Service – Finance and Central Services, which gave the position of the General Fund Capital Programme as at 30 September 2008. The Capital Programme had approval for £4.5m of expenditure and as at 30 September 2008 had a saving of £29K and a year end forecasted position against schemes within the current programme was expected to come in on target.

#### **Resolved: That**

- (i) The General Fund Capital Programme for 2008/09 at 30 September 2008 be noted; and**
- (ii) The actions of officers in monitoring the Programme be endorsed.**

472

### **Referrals from Other Boards and Committees**

Social Board – 11 November 2008  
Minute 429 – General Fund – Budget Management to 30 September 2008

Councillors were asked to transfer back to balances the savings from Your Community, Your Future identified in paragraphs 4.9 and 4.10 of the officers report.

#### **Resolved:**

**That the savings from the Your Community, Your Future be transferred back to balances be approved.**

Minute 430 – Housing Revenue Account – Budget Management to 30 September 2008

Councillors were asked to transfer the excess rent income to the HRA balances.

#### **Resolved:**

**That the excess rent income be transferred to the HRA balances be approved.**

Minute 433 – Free Swimming for Under 16's

Councillors were asked not to offer free swimming to people under 16.

**Resolved:**

**That the Council does not offer free swimming to people under 16 years of age.**

473

**Private Session**

**Resolved:**

**That in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and public during consideration of the following items as there will be a disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12A to the Act.**

474

**Referral from Social Board – Tadcaster Swimming Pool**

Social Board – 11 November 2008

Minute 437 – Tadcaster Swimming Pool Trust- Grant

Councillors considered a recommendation from the Social Board that a grant of £10,000 be made to the Tadcaster Swimming Pool Trust in order to reduce the Trust's financial deficit.

Discussions had taken place with the Trust and a Service Level Agreement had been drawn up in order to safeguard the Council's position. The Trust had been requested to secure financial assistance from other bodies.

**Resolved: That**

- (i) the proposed Service Level Agreement be endorsed;**
- (ii) the payment of a grant of £10,000 to the Tadcaster Swimming Pool Trust in respect of the financial year 2008/09, to be funded from the Your Community Your Future savings (See Minute 470 above) be approved;**



- (iii) the grant be paid only when other funding is in place; and**
- (iv) ongoing grant funding in 2009/10 and future years be considered as part of the annual budget setting process.**

The meeting closed at 5:44 pm.